



MEETING MINUTES

LASSEN COUNTY CHILDREN & FAMILIES COMMISSION

Thursday, April 4, 2002

Barry Creek Meeting Center

1345 Paul Bunyan Road, Suite B

Susanville, California 96130

Commission Members Present: Patsy Jimenez, Karol Merten, Betsy Elam, Kathryn Fox, Jim Chapman

Members Absent: Jan Irvin, Bobby Malone, Yvonne O'Neill, Dave Jones

Staff to Commission: Laura Roberts

Visitors Present: Tom Keeffer, Robin Jones, Jerry Abts, Tarrah Palomino, Kyle Devine

1. **Call to Order:** Chairman, Karol Merten called the meeting to order at 1:40 p.m.
2. **Introductions:** All members of the commission and visitors introduced themselves.
3. **Approval of Minutes:** Betsy Elam moved that the minutes be approved as submitted. Patsy Jimenez seconded the motion, there was no discussion. The motion carried. Jim Chapman abstained from voting.
4. **Fiscal Report:** The balance is \$994,746.61 We still haven't found out what the SMIF deposit is for. Patsy Jimenez moved that the fiscal report be accepted as submitted, Betsy Elam seconded the motion, there was no discussion, the motion carried unanimously.
5. **Oral Health Task Force Mini Grant:** The mini grant request was presented. Jim Chapman reminded us that this is a #1 priority as is Mental Health. He added that the mini grant supports the priority of the Commission. He also requested that a specific work plan be developed with measurable goals before funds are distributed to the Task Force. Other commissioners concurred. Jim Chapman moved that we approved this request for funding conditioned upon the development of the work plan and measurable outcomes. Laura Roberts stated that the evaluator would be available to work with them on establishing an appropriate set of goals and activities. Betsy Elam seconded the motion. The motion carried.

6. **Revised Commission Bylaws :** Jim shared the thought that each membership category should have an alternate, i.e. one supervisor alternate, and one alternate from each of the other two categories. It was felt that the County Clerk should post the request for alternate positions needs, and we should follow the same process as appointing the 9 regular members. Re-wording this section of the Bylaws was discussed. Laura was asked to present this modification at the next meeting.

There was also discussion regarding the language in the Draft Bylaws concerning the Board of Supervisors' power to vacate expulsion of a member for too many absences. Some thoughts were expressed that there should be no determination of excused or unexcused absences. Jim Chapman indicated that because the positions are volunteer and this in itself should allow more tolerance for absences. It was suggested that we maintain flexibility with regard to absences, and also, remove the draft language regarding Board of Supervisors' ability to vacate expulsions. Laura is to revise as directed and resubmit for action at the next meeting.

7. **Demonstration of software by Tarrah Palomino of ABS software for evaluation purposes:** Tarrah Palomino of Advanced Business Software, demonstrated the software that would be able to gather all of the information necessary for evaluation and monitoring of programs for Prop 10. Additionally it would be able to serve as the "electronic" glue needed for a network of Family Resource Centers, a Home Visiting Program, and other client centered services. It would also perform Medi-Cal billing if needed. A great deal of discussion ensued concerning HIPPA, and other pieces of legislation that are pending that will regulate the collection of and sharing of client centered information. After the discussion, Jim Chapman moved that a formal proposal be obtained and presented at the next meeting. Kathryn Fox seconded the motion, motion carried.
8. **Updates:** County Commission Conference: Betsy Elam reported on the conference, stating that it was a good opportunity to learn what other commissions are doing, and to see what new concepts are being developed. CARES Project: Laura stated that there are approximately 40 participants to date that have applied and have earned stipends. **Strategic Planning Meeting Date:** The least conflicted date appears to be May 30 for the Strategic Planning work day. Karol stated that we need to clearly know our goals and objectives and we need to have data in order to do this and we need to have a revised plan quickly. This will give us a clear direction for future efforts and investments. Statement of Economic Interests: Laura reminded the commissioners that there 700 forms are due. School Readiness Project: Supplemental information is being prepared for submission to the State Commission. The grant application will be re-reviewed.

Laura stated that the applications are not competitive, that the funds are an allocation to be received by Lassen County. We just have to get all of the right answers in for the reviewers. AmeriCorps Project/Home Visiting Project: Laura stated that there is an upcoming site visit from the AmeriCorps technical assistance folks. This visit will answer many questions about the program to be developed with Public Health. New Parent Kit: Kits are being distributed by Northeastern Rural Health Clinics, WIC, Lassen County Public Health, Lassen Indian Health Home Visiting Program, and Mountain Valleys Health Centers.

9. Open Comment: There were no comments.
10. Set Next Meeting Date: May 2, 2002 at 1:30 p.m., Barry Creek Meeting Center, Susanville, California 96130
11. The meeting was adjourned at 3:30 p.m.